



Scott Walker, Governor
Dave Ross, Secretary

Manufactured Home Manufacturer's License

Your application will not be processed or will be delayed unless you:

- ☐ 1. Complete the application including signing and dating the first page.
- ☐ 2. Write in your social security number.
- ☐ 3. Attach the specified documents listed on this application.
- ☐ 4. Attach the specified fee listed on this application.
- ☐ 5. Make a photocopy of the completed application for your records.

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. **Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license per Wisconsin stats, but they may not be disclosed to anyone except other State of Wisconsin governmental agencies.**

Business Information	Contact Person Information *
Federal Employer Identification Number (FEIN):	Social Security Number:
Business Name:	Individual's Name :
No. & Street, or P.O. Box:	Address No. & Street, or P.O. Box:
City, Town or Village, State, Zip + 4 Code:	City, Town or Village, State, Zip + 4 Code:
Country, If Other Than United States:	Country, If Other Than United States:
Business Telephone No. (include area code):	Telephone No. (include area code):
If Available, Business Fax No. (include area code):	

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met.

*The individual applying for a business credential shall be the owner of the contracting business, a partner in the contracting business applying on behalf of a partnership, or the chairman of the board or chief executive officer applying on behalf of the contracting corporation.

Applicant's Signature

Date (mo/day/yr)

Send application and payment to: DPS Trades Credentialing, PO Box 78780, Milwaukee, WI 53293-0780.

Office location: DPS Trades Credentialing, 1400 East Washington Ave., Madison, WI 53703

All other correspondence: DPS Trades Credentialing, PO Box 7082, Madison, WI 53707 Phone: 608-266-2112. TTY: Contact through Relay or DpsSbCredentialing@wi.gov.

Application and Credential Fee (nonrefundable): See next page Class Code 7511

Make checks payable to: State of WI – DPS. The fee consists of a \$15 application fee and a credential fee of \$900. The \$900 credential fee has been prorated because the credential expires on a specific date. The credential will be effective for 4 years from December 31st.

Are you a Veteran?

Are you requesting a waiver of your initial credentialing fee?

- ☐ Yes Provide a copy of your Department of Veterans Affairs voucher code. DVA Voucher Code: _____
- ☐ No Submit the fee listed in the table below.

You may contact DVA at 1-800-WisVets or www.WisVets.com for assistance in obtaining your DVA Voucher Code.

Month Application is mailed	Fee	Month Application is mailed	Fee	Month Application is mailed	Fee
January	\$802.50	May	\$727.50	September	\$877.50
February	\$783.75	June	\$708.75	October	\$858.75
March	\$765.00	July	\$915.00	November	\$840.00
April	\$746.25	August	\$896.25	December	\$821.25

Record the amount of the fee you will be sending in the box below:

Fee Submitted (nonrefundable): \$ **class code 8256**

Reason for Credential: Pursuant s. 101.95, Stats., no manufacturer of manufactured homes may manufacture, sell or distribute for sale manufactured homes unless the manufacturer holds a credential issued by the department as a licensed manufactured home manufacturer.

A manufactured home manufacturer license shall be required for each manufacturing plant which manufactures homes to be sold or distributed for sale in the state.

Please note that dealers and distributors of manufactured or mobile homes are required to hold a Manufactured Home Dealer license issued by the Wisconsin Department of Safety and Professional Services, 608-264-9596 or 608-264-9597. Please make sure all of your dealers and distributors have this license.

Please be aware that manufacturers must comply with the rules of the federal Department of Housing and Urban Development pertaining to the construction of manufactured or mobile homes. For further information on federal rules call HUD 202-755-7430.